

Message Text

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SUBJECT: TRAINING PROGRAM FOR FOREIGN SERVICE ECONOMIC/
COMMERCIAL LOCAL EMPLOYEES

REF: STATE 66617

1. HONG KONG NOMINATES MR. KWOK YAU YEE, FSL-1 COMMERCIAL ANALYST AND MRS. MAGGIE M.K. ROCHA, FSL-3 SECRETARY FOR SUBJECT PROGRAM.

2. MR. KWOK IS OUR SENIOR COMMERCIAL LOCAL EMPLOYEE IN TERMS OF GRADE AND RESPONSIBILITY. HE WAS BORN ON JULY 29, 1939 IN HONG KONG. HE SPEAKS, READ AND WRITES GOOD ENGLISH AS WELL AS HIS NATIVE CANTONESE. HE HAS BEEN WITH CONSULATE GENERAL FOR EIGHT YEARS. PRIOR TO JOINING CONSULATE GENERAL MR. KWOK WAS REGISTERED SECRETARY FOR HSIN CHONG CONSTRUCTION COMPANY, ONE OF HONG KONG'S LARGEST FIRMS. OFFICE OF REGISTERED SECRETARY IS OF GREAT RESPONSIBILITY AND INVOLVES REPRESENTING FIRM IN QUASI-LEGAL ACTIONS AND OTHER IMPORTANT DUTIES. MR. KWOK HAS A BACHELOR OF COMMERCE DEGREE FROM UNITED COLLEGE OF CHINESE UNIVERSITY OF HONG KONG. MR. KWOK IS INTERESTED IN TEXTILE PRODUCTION EQUIPMENT; PLASTICS FABRICATING, EXTRUSION AND INJECTION MOLDING EQUIPMENT; ELECTRONIC TIMEPIECE PRODUCTION EQUIPMENT AND COMPONENTS; FOOD PROCESSING EQUIPMENT; AND BUILDING AND DECORATIVE HARDWARE. MR. KWOK IS A YOUNG, HARD WORKING, IMAGINATIVE EMPLOYEE WHO CONSTANTLY MAKES VALUABLE CONTRIBUTIONS TO SECTION. HE HANDLES ASSISTANCE AND BRIEFING OF BOTH U.S. AND LOCAL BUSINESS VISITORS WITH GREAT TACT AND SKILL AND IS FREQUENTLY COMPLIMENTED ON QUALITY OF

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CONTACTS HE ARRANGES. HE PROVIDES U.S. OFFICERS WITH USEFUL INSIGHTS INTO LOCAL BUSINESS PRACTICES AND "MOOD". HIS

NUMEROUS CONTACTS ARE VALUABLE RESOURCE. POST BELIEVES HIS ASSIGNMENT TO U.S. TRAINING WOULD ADD FURTHER DIMENSION TO HIS USEFULNESS BY ACQUAINTING HIM WITH REAL CAPABILITIES OF U.S. INDUSTRY AND COMMERCE DEPARTMENT. OPPORTUNITY TO SEE U.S. ECONOMY IN ACTION WILL HELP HIM UNDERSTAND PROBLEMS ASSOCIATED WITH GETTING U.S. FIRMS INTO EXPORTING. BELIEVE MR. KWOK COULD ALSO OFFER VERY USEFUL SUGGESTIONS TO BUSINESSMEN AND GOVERNMENT OFFICIALS ON COMMERCIAL SITUATION IN HONG KONG.

3. MRS. ROCHA IS A MIDDLE GRADE LOCAL EMPLOYEE. SHE WAS BORN SEPTEMBER 9, 1944 IN KIANGSU, CHINA. SHE SPEAKS, READS AND WRITES GOOD ENGLISH AS WELL AS NATIVE CANTONESE. SHE HAS BEEN WITH THE CONSULATE GENERAL FOR SEVEN AND A HALF YEARS, FIVE OF WHICH SHE HAS WORKED IN THE COMMERCIAL UNIT. PRIOR TO JOINING US MRS. ROCHA WORKED FOR CATHAY PACIFIC AIRLINES, CHINA AIRLINES AND QUANTAS AIRLINES AS TICKET SALES CLERK AND GROUND HOSTESS. SHE IS INTERESTED IN THE BUSINESS EQUIPMENT FIELD; PACKAGING EQUIPMENT; SECURITY EQUIPMENT AND SYSTEMS; AND RETAIL STORE EQUIPMENT AND SYSTEMS. MRS. ROCHA'S TITLE OF SECRETARY DOES NOT REFLECT VERY ACCURATELY NATURE OF HER CONTRIBUTION TO THE WORK OF THIS OFFICE. IN ADDITION TO HER SECRETARIAL DUTIES SHE HANDLES SELECTION AND ORDERING OF BOOKS AND PERIODICALS FOR COMMERCIAL LIBRARY AND ACTS AS INFORMATION RESOURCE FOR BUSINESS VISITORS AND CALLERS. SHE ANSWERS PROBABLY 60PERCENT OF ALL INQUIRIES TO COMMERCIAL UNIT WITHOUT REFERENCE TO ANY OTHER PERSON, INCLUDING NAMES AND ADDRESSES OF U.S. MANUFACTURERS AND QUESTIONS OF U.S. IMPORT AND EXPORT PROCEDURES AND REGULATIONS. SHE ALSO DOES LAYOUT OF OUR COMMERCIAL NEWSLETTER. MRS. ROCHA IS INTELLIGENT AND HARD WORKING, MAKING FREQUENT SUGGESTIONS FOR THE IMPROVEMENT OF OUR WORK AND GIVING FRANK ASSESSMENTS OF SERVICES WHEN NECESSARY. WE BELIEVE, ON BASIS OF HER OUTSTANDING PERFORMANCE, THAT MRS. ROCHA WILL TAKE OVER MORE SUBSTANTIVE DUTIES WITHIN NEXT THREE YEARS WHEN VACANCIES THROUGH RETIREMENTS ARE EXPECTED TO OCCUR. MRS. ROCHA WOULD GREATLY BENEFIT BY OPPORTUNITY TO SEE U.S. END OF OUR COMMERCIAL PROGRAMS. FOR SHORT RUN
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SHE WOULD BE BETTER EQUIPPED TO ANSWER INQUIRIES AND CONVEY "ATMOSPHERE" OF U.S. BUSINESS SCENE. FOR LONG RUN SHE WOULD BE WELL EQUIPPED TO TAKE UP HER ANTICIPATED EXPANDED RESPONSIBILITIES.

4. WE BELIEVE ABOVE ARE EXCELLENT CANDIDATES FOR TRAINING PROGRAM AND URGE SELECTION OF ONE OR BOTH.
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